



LAKE COUNTY FLORIDA

REQUEST FOR INFORMATION (RFI)

LEACHATE DISPOSAL PROCESS

RFI Number:	<u>10-0805</u>	Contracting Officer:	<u>Roseann Johnson 352.343.9765 March 31, 2010</u>
Issue Date:	<u>March 2, 2010</u>	Closing Date/Time:	<u>March 31, 2010 April 21, 2010</u>

Note: This RFI has been extended to encourage further response. Vendors that have previous responded to this RFI do not need to resubmit responses.

I. Request for Information (RFI)

A RFI is an informal written document prepared and issued for the purpose of seeking information, comments, or reactions from industry regarding a specific or general issue or concern. A RFI may be used during the market research phase of an acquisition to assist the County in identifying potential proposers, approaches, general pricing estimates, or other relevant information. The RFI itself will generally not contain the full range of terms and conditions required to form a contract. This specific RFI is intended to result in identification of qualified and approved leachate disposal sites that can be designated in a subsequent Invitation to Bid for leachate disposal services.

II. Designated Procurement Representative

Responses to, and questions concerning any portion of, this RFI be directed in writing to the below named individual who be the official point of contact for this Request for Information.

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Lake County BCC
Office of Procurement Services
315 W. Main Street, Room 416
PO Box 7800
Tavares, FL 32778-7800

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E-mail: rjohnson@lakecountyfl.gov

III. RFI Response Process

The primary purpose of this RFI is to identify vendors able to meet the leachate disposal needs of Lake County as expressed within this document. A project overview is provided below. A list of specific technical requirements is provided at Attachment A. That attachment also includes an “operational capabilities” section wherein responding vendors are to respond to operational quantity inquiries that are of interest to the County, stated in Attachment A and provide the operational capabilities input identified in that attachment. The completed Attachment A should be provided to the designated procurement representative by the date and time stated on the RFI cover sheet. Vendors are to complete Attachment A by:

1. Notating the vendor’s ability to meet each specific technical requirement as “Complies in Full”, “Partially Complies” or “Can Not Comply”,
2. Attaching relevant requested documentation supporting the vendor statement, and
3. Providing the specific operational capability information requested.

The County is seeking sufficient information to enable a comprehensive and accurate evaluation of responses and relative vendor capabilities. Vendors are encouraged to provide a concise narrative statement, keyed to each specific technical requirement listed in Attachment A, which clearly supports any “Complies in Full” or “Can Partially Comply” notation selected by the vendor. Failure to provide clear and convincing supporting narrative and/or documentation may be viewed by the County as a confirmation of non-compliance with the specific technical requirement.

A two step procurement process will be completed as follows:

1. Issuance of a fully competitive Request for Information (RFI) that invites any vendor operating a facility capable of processing the County’s leachate to submit a technical response based on the descriptive and quantifying information, and qualifying criteria, stated within the RFI. **No pricing response is required under this RFI.** County staff will evaluate all responses, and identify the disposal facilities that are determined to be acceptable sources for use by the County.
2. The County will then issue an Invitation to Bid that allows for:
 - **only** the disposal vendors approved under step “1” to provide disposal pricing at and associated with their facility, and
 - **any** vendor to provide “lump sum per trip” transportation pricing to any of the approved disposal facilities designated in the Invitation to Bid.

IV. Overview of the Leachate Disposal Services Required by the County

The County is soliciting competitive bids (offers) from firms able to furnish landfill leachate disposal services in compliance with the County's needs. The County requires a firm(s) to properly dispose of solid waste landfill leachate containing above average concentrations of chlorides and other constituents from the Lake County Central Solid Waste Management Facility located in Tavares, Florida. Leachate is the liquid generated by rainfall and decomposed waste that drains through wastes and collects at the bottom a landfill. A table of historical laboratory analysis of the County's leachate, showing the constituents detected from 2004 through 2009 is provided as Attachment B to this RFI. A list of parameters required to be analyzed annually by the Florida Department of Environmental Protection (FDEP) permit No. SO35-0125106-015 is provided as Attachment C to this RFI.

Additional information may be available upon written request. It is strongly recommended that interested parties visit the site and collect any additional samples for analysis that the vendor deems necessary for the preparation of their response to this RFI. Any such analysis will be at the vendors' expense. Vendors wishing to conduct such testing may arrange for a site visit by contacting Mr. Gary Debo at 352-343-3776.

V. Required Features of the Leachate Disposal Facility:

- 1. An acceptable Disposal Facility shall be compliant with all Federal, State and local requirements and regulations related to the Industrial/Centralized Waste Treatment Industry. A copy of all current permits will be required in the proposal package. When permits are renewed and/or modified, a copy of the most current permit shall be required. A copy of all notice(s) of non-compliance for the last five (5) years shall be required.*
- 2. In furtherance of the compliance factor stated above, an acceptable Disposal Facility shall provide copies of all discharge permits, agreements, and general related documentation.*
- 3. An acceptable Disposal Facility shall provide a listing of references that provide clear and convincing evidence of satisfactory performance on behalf of public and private sector clients.*
- 4. An acceptable Disposal Facility shall provide detailed Standard Operating Procedures (SOP) outlining the operation and contingency plans for the site.*

Vendors are welcome to provide information in regards to their capabilities in regards to the above "overview" information and required/desired features. However, the specific technical requirements listed on Attachment A are considered most critical. Vendor responses to those requirements shall be the primary factors used to evaluate the acceptability of the leachate disposal facility/services offered by any responding vendor.

ATTACHMENT A
Specific Technical Requirements and Operational Capabilities

Vendor Information

Responding Vendor: _____

Vendor Representative: Printed Name: _____

Vendor Representative: Title: _____

Vendor Representative: Signature: _____

Vendor Address: _____

Vendor Phone: _____ Vendor Fax: _____

Vendor e-mail address: _____

Specific Technical Requirements

Requirement 1

The vendor's proposed disposal facility must be compliant with all Federal, State and local requirements and regulations related to the Industrial/Centralized Waste Treatment Industry. Supporting information must include the documentation specified in Section V.1 and V.2 of this RFI.

_____ Complies in Full _____ Partially Complies _____ Can Not Comply
Supporting documentation keyed to this requirement number is attached: ☐ Y ☐ N

Requirement 2

The vendor's disposal facility must exhibit a consistent, clear, and convincing record of satisfactory performance on behalf of public and private sector clients. Supporting documentation must include the documentation specified in Section V.3 of this RFI.

_____ Complies in Full _____ Partially Complies _____ Can Not Comply
Supporting documentation keyed to this requirement number is attached: ☐ Y ☐ N

Requirement 3

The vendor's disposal facility provide evidence of development and maintenance of detailed Standard Operating Procedures (SOP) outlining the operation and contingency plans for the site. Evidence of such effort is included in the initial response to this RFI.

_____ Complies in Full _____ Partially Complies _____ Can Not Comply
Supporting documentation keyed to this requirement number is attached: ☐ Y ☐ N

Requirement 4

*The Vendor's disposal facility shall be located in Florida to ensure full and common understanding of regulatory requirements **and** shall be located within 150 miles of the serviced Lake County facility to minimize transportation cost and risk. The vendor is*

encouraged to provide information that addresses any positive benefits of their facility in regards to these factors.

_____ Complies in Full _____ Partially Complies _____ Can Not Comply
Supporting documentation keyed to this requirement number is attached: __ Y __ N

Requirement 5

The County places great value on disposal resources, techniques, or capabilities that provide or involve the best practicable environmental impact resulting from the disposal operation. The vendor is encouraged to provide detailed information that addresses any positive benefits of their facility in regards to these factors.

_____ Complies in Full _____ Partially Complies _____ Can Not Comply
Supporting documentation keyed to this requirement number is attached: __ Y __ N

Specific Operational Capabilities

As a matter of note, the operational capability information being requested by the County is primarily informational in nature. The County has no specific minimum capability established that would determine what constitutes an acceptable disposal facility.

Based on the vendor's evaluation of the provided leachate analysis (and any additional analysis performed by the individual respondent), what is the average amount of deliveries (in terms of gallons/or truckloads) that the facility will be capable of accepting daily (daily is defined as a Monday thru Friday work week)?

Given sufficient notice and in special situations, what is the maximum amount of deliveries (in terms of gallons/or truckloads) that the facility will be capable of accepting daily? _____

Given sufficient notice and in special situations, what is the maximum number of days that the facility will be capable of accepting deliveries? _____

ATTACHMENT B
LEACHATE ANALYSIS DOCUMENT

A table of historical laboratory analysis of the County's leachate is attached hereto. This is provided for the general information of the responding vendor is provided

ATTACHMENT C

PARAMETERS TO BE ANALYZED ANNUALLY

A list of parameters required to be analyzed annually by the Florida Department of Environmental Protection (FDEP) permit No. SO35-0125106-015 is provided at this attachment.